

INTERNAL
COMMUNICATION FORM
DEPARTMENT OF HUMAN SERVICES

Suspense:

Subject: Ethics Training for State Employees

Originator: W. Ikemori @ 6-4971

To: SOs/DAs

From: PERS

Date: 09/09/14 **Memo No.** 1

The Hawaii State Ethics Commission has announced ethics training classes in **Kona, Molokai, Kauai and Oahu (Kapolei and Honolulu)**. This class will provide an overview of the state ethics laws that apply to all state employees.

FOR: All DHS personnel who have not previously attended an ethics training class or who would like a refresher class on ethics.

DESCRIPTION: Topics will include conflicts of interests, gifts and the reporting of gifts; misuse of government office and government resources; and post-employment restrictions.

SCHEDULE: See attachments

REGISTRATION: Register online (see attachment for dates/times/registration) or call the Hawaii State Ethics Commission at (808)587-0460. Hawaii State Ethics Commission will confirm and notify participants. Please complete the attached form DPS 411 (Out-Service Training Request) following proper training authorization protocols.

COST: No cost.

PARKING: Parking instructions provided via email.

Accommodations: If a participant requires special assistance or auxiliary aids or services (such as a sign language interpreter, large print materials, or wheelchair accessibility), please indicate so on your online registration form, or call the Commission's office at (808) 587-0460.


PERS

cc: DIR

**HAWAII STATE ETHICS COMMISSION
SCHEDULE OF ETHICS TRAINING CLASSES
(October 2014)**

HAWAII ISLAND (Kona)
<p>West Hawai'i Civic Center Community Meeting Hale (Building G) 74-5044 Ane Keohokalole Highway Kailua-Kona, Hawaii</p> <p>West Hawaii Civic Center Map: http://ethics.hawaii.gov/wp-content/uploads/2014/09/KonaMap.pdf</p> <p>Date: October 3, 2014 10:00 a.m. – 11:30 a.m.</p> <p>Register online at: http://ethics.hawaii.gov/2014-10-03_kona</p>

MOLOKAI
<p>Office of Hawaiian Affairs and the Department of Hawaiian Home Lands Kulana 'Oiwī Conference Room 600 Maunaloa Highway Kalama'ula, Molokai</p> <p>Date: October 23, 2014 10:00 a.m. – 11:30 a.m.</p> <p>Register online at: http://ethics.hawaii.gov/2014-10-23_molokai</p>

KAUAI

Kauai Community College
Office of Continuing Education and Training (Classrooms 106 C & D)
3-1901 Kaumuali'i Highway
Lihue, Hawaii

Kauai Community College Map: http://ethics.hawaii.gov/wp-content/uploads/2014/09/KauaiCC_Map.pdf

Date: October 30, 2014 9:30 a.m. – 11:00 a.m.

Register online at: http://ethics.hawaii.gov/2014-10-30_kauai

Oahu (Kapolei)

Department of Hawaiian Home Lands
Hale Pono'i
91-5420 Kapolei Parkway
Kapolei, Hawaii

Date: October 21, 2014 9:30 a.m. – 11:00 a.m.

Register online at: http://ethics.hawaii.gov/2014-10-21_kapolei

Oahu (Honolulu)

Hawaii State Capitol Auditorium
Chamber Level
415 South Beretania Street
Honolulu, Hawaii

Date: October 28, 2014 9:30 a.m. – 11:00 a.m.

Register online at: http://ethics.hawaii.gov/2014-10-28_honolulu